

POSITION DESCRIPTION COVER SHEET

REASON FOR THIS POSITION

1. NEW ☐ 2. IDENTICAL ADDITION TO THE ESTABLISHED PD NUMBER ☐ NHQG135091112 3. REPLACES PD NUMBER

RECOMMENDED

4. TITLE **GEOLOGIST** 5. PAY PLAN **GS** 6. SERIES **1350** 7. GRADE **9**
8. WORKING TITLE (Optional) **GEOLOGIST** 9. INCUMBENT (Optional)

OFFICIAL

10. TITLE

11. PP	12. SERIES	13. FUNC	14. GRADE	15. DATE			16. I/A	17. CLASSIFIER
GS	1350		9	Month	Day	Year	<input type="checkbox"/> Yes <input type="checkbox"/> No	

8. ORGANIZATIONAL STRUCTURE (Agency/Bureau)

1st	United States Department of Agriculture	5th	
2nd	Natural Resources Conservation Service	6th	
3rd	State Conservationist	7th	
4th		8th	

SUPERVISOR'S CERTIFICATION

I certify that this is an accurate statement of the major duties and responsibilities of the position and its organizational relationships and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds and that false or misleading statements may constitute violations of such statute or their implementing regulations.


19. SUPERVISOR'S SIGNATURE	20. DATE	22. SECOND LEVEL SUPERVISOR'S SIGNATURE	23. DATE
21. SUPERVISOR'S NAME AND TITLE		24. SECOND LEVEL SUPERVISOR'S NAME AND TITLE	

FACTOR EVALUATION SYSTEM

FACTOR	25. FLD/BMK	26. POINTS	FACTOR	25. FLD/BMK	26. POINTS
1. Knowledge Required by the Position	FL 1-6	950	6. Personal Contacts	FL 6-3B	110
2. Supervisory Controls	FL 2-3	275	7. Purpose of Contacts	FL 7- B	
3. Guidelines	FL 3-3	275	8. Physical Demands	FL 8-2	20
4. Complexity	FL 4-3	150	9. Work Environment	FL 9-2	20
5. Scope and Effect	FL 5-3	150	27. TOTAL POINTS ←		1950
28. GRADE ←					9

CLASSIFICATION CERTIFICATION

I certify that this position has been classified as required by Title 5, US Code, in conformance with standards published by the OPM or, if no published standard applies directly, consistently with the most applicable published standards.

29. SIGNATURE 	30. DATE 11/17/2009
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31. NAME AND TITLE

Darlene Locke, Human Resources Specialist, HRMD-Employment and Classification Team

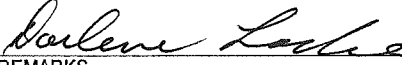
32. REMARKS: This is a developmental position and the target grade GS-1350-11/12 must be attached.

33. OPM CERTIFICATION NUMBER

References:JFP PROFFESIONAL WORK IN THE PHYSICAL SCIENCE GROUP, GS-1300. HRCD-4 DATED DEC 1997, APR 9 Professional Work in the Engineering and Architecture Group, 0800 November 2008
FLSA - Non-Exempt

MASTER RECORD/INDIVIDUAL POSITION DATA

THIS SIDE TO BE COMPLETED BY THE CLASSIFIER

A. KEY DATA															
1. FUNCTION (1)		2. DEPT CD./AGCY-BUR-CD. (4) AG-16		3. SON (4)		4. MR. NO. (6)		5. GRADE (2)		6. IP NO. (8)					
B. MASTER RECORD															
1. PAY PLAN (2)		2. OCC. SERIES (4)		3. OCC. FUNC. CD. (2)		4. OFF. TITLE CD. (5)		5. OFFICIAL TITLE (38)							
6. HQ. FLD. CD. (1)		7. SUP. CD. (1)		8. CLASS STD. CD. (1)		9. INTERDIS. CD. (1)		10. DT CLASS (6)							
1 = HQ 2 = FLD		1 = Sup. SGEG 3 = Mgr. SGEG 4 = Sup. CSRA		5 = Mgmt. CSRA 6 = Leader LGEG 8 = All Others		X = New Standard Applied Blank = NA		N = No Y = Interdis		MO DAY YEAR					
11. EARLY RET. CD. (1)		12. INACT/ACT (1)		13. DT. ABOL. (6)		14. DT. INACT/REACT (6)		15. AGENCY USE (10)							
1 = Primary 2 = Secondary		3 = Foreign Svc. Blank = NA		I = Inactive A = Active		MO DAY YEAR		MO DAY YEAR		MO DAY YEAR					
16. INTERDISCIPLINARY SERIES (40) (4) Per Block															
17. INTERDISCIPLINARY TITLE CODE (50) (5) Per Block															
C. INDIVIDUAL POSITION															
1. FLSA CD. (1)		2. FIN. DIS. REQ. (1)		3. POS. SCHED. (1)		4. POS. SENS. (1)		5. COMP. LEV. (4)							
E = Exempt N = Nonexempt		0 = None 1 = CD 219 2 = CD 220		3 = SF 278 4 = AD 392 5 = SF 849		A = Sched A B = Sched B C = Sched C		0 = Excepted but not A,B,C		0 = Nonsensitive 1 = Noncritical 2 = Critical Sense					
6. WK. TITLE CODE (4)		7. WK. TITLE (38)													
8. ORG. STR. CODE (18)		9. VAC REV CODE (1)													
1st 2nd 3rd 4th 5th 6th 7th 8th		0 = Position Action No Vacancy A = No Change		B = Lower Grade C = Higher Grade		D = Different title and/or series E = New Position/New FTE									
10. TARGET GD.		11. LANG. REQ. (2)		12. PROJ. DTY. IND. (1)		13. DUTY STATION (9)		14. BUS. CD. (4)		15. DT. LST. AUDIT (6)		16. PAS. IND. (1)		17. DATE EST.	
				Blank = NA Y = Yes		State (2) City (4) County (3)				MO DAY YEAR		Blank=NA 1 = PAS		MO DAY YEAR	
18. GD. BASIS. IND (1)		7 = Equipment Devel. Guide		19. DT.REQ. REC. (6)		20. NTE. DT. (6)		21. POS.ST. BUD (1)							
1 = Rev. when vacant 2 = Impact of Person 3 = Sup./SGEG		4 = Sup./Program 5 = RGEG 6 = Policy Analysis G E G		8 = Agency Use 9 = Agency Use ALPHAS = Agency Use		MO DAY YEAR		MO DAY YEAR						Y = Perm N = Other	
22. MAIN. REV./CLASS.ACT. CD. (2) (1st Digit = Activity and 2nd Digit = Results)															
Normal Act		Maintenance Review Act		Results											
1 = Desk Audit 2 = Sup. Audit 3 = Paper Rev. 4 = PME/Activity Rev.		5 = Desk Audit 6 = Sup. Audit 7 = Paper Rev. 8 = Panel Rev.		1 = No Action Req. 2 = Minor PD Change 3 = New PD Req. 4 = Title Change											
				5 = Series Change 6 = Pos. Upgrade 7 = Pos. Downgrade 8 = New Pos.											
				9 = Other											
23. DATE EMP. ASGN. (6)		24. DATE ABOL. (6)		25. INACT/ACT(1)		26. DATE INACT/REACT (6)		27. ACCTG. STAT. (4)		28. INT. ASGN. SER. (4)		29. AGENCY USE (8)			
MO DAY YEAR		MO DAY YEAR		I = Inact. A = Act.		MO DAY YEAR									
30. CLASSIFIER'S SIGNATURE												31. DATE			
												11/17/2009			
32. REMARKS															
This is a developmental position and the target grade GS-1350-11/12 must be attached.															

**STANDARD POSITION DESCRIPTION
STATEMENT OF DIFFERENCE
(Not valid unless target job description is attached)**

Official Title: Geologist
Working Title: Geologist
Classification: GS-1350-09/11/12
Supervisory Code: 8

Date: 11/17/2009
Classified By: NHQ-HRMD-ECT
Number: NHQG1350091112

Note: This is a standard position description and can not be modified without the approval from the Human Resources Management Division, Employment & Classification Team, NRCS, in Washington, D.C.

I. INTRODUCTION

This position is located in the above indicated State Office and reports to the State Conservation Engineer. Incumbent is responsible for providing the full range of geological services to assigned geographic area as assigned by the Geological Services Unit.

This is a developmental position designed to prepare the incumbent to assume the full scope of the target position, Geologist, GS-1350-12 (Attached). The incumbent receives progressively more responsible assignments as experience and training are received to the next higher grade position of a GS-11 (Attached). The position is essentially the same as the target position. The supervisor assigns tasks and responsibilities, limitations, expected outcomes, deadlines, and priorities. Detailed instructions and training are provided on all new assignments. The incumbent performs work under general supervision, with spot checks of work in progress. Completed work is reviewed in terms of technical accuracy and administrative adequacy. Incumbent will perform developmental assignments under supervision closer than normal until proficiency is demonstrated. Incumbent may be non-competitively promoted to the target position upon: 1) demonstrating the capacity to perform the full range of duties at the target level satisfactorily; 2) meeting all legal and regulatory requirements; 3) certification by management that the target position still exists; and 4) recommendation by the supervisor.

II. MAJOR DUTIES

1. Geological Analysis (Approximately 50%)

a. Assist in preparing geologic analysis services for land use categories as assigned by the senior Geologist. These may include, but are not be limited to: crop systems; pasture systems; waste systems; forest systems; wildlife systems; urban systems; irrigation systems; wetlands systems; rangeland systems; watershed planning; watershed applications; soils mapping; ponds; dams; grade stabilization structures; structure rehabilitation; and resource conservation and development.

b. Assists in basic application of geologic evaluation for a variety of practices related to the specific systems applied. These may include, but are not limited to: well decommissioning; dam and spring development; agricultural waste storage facility construction; stream habitat improvement and management; sediment basin construction; irrigation water conveyance; wetland construction; and other commonly used practices and techniques.

c. In consultation with the supervisor on basic projects identifies the best technical methods to use based on analysis and assessment of the situation. Responsible for conducting geologic investigations as needed. Investigations may require the incumbent to prepare contract documents, secure assistance from local personnel, and identify and secure additional equipment to complete investigation.

2. Documentation and Studies (Approximately 50%)

a. Assists in basic plans and modifies investigations based on knowledge of geologic field.

b. Provides assistance with sedimentation studies to determine sediment storage requirements, and sediment surveys on existing reservoirs.

c. Assists in preparing general or basic written reports, including interpretations of surface and subsurface conditions and conclusions concerning the suitability of all earth materials and ground water conditions for projects for all land use categories. Written products are tailored for use by other disciplines and program officials.

3. Civil Rights and Equal Employment Opportunity Responsibilities

Actively supports the Civil Rights program and communicates this support to subordinates, colleagues and customers. Ensures equality in all activities; assigns program functions and provides program assistance to individuals, groups and the general public without regard to race, sex, religion, national origin, physical handicap or age

Performs other duties as assigned.

CONDITION OF EMPLOYMENT - Operates a motor vehicle incident to the above duties. Must possess and maintain a valid state motor vehicle operator's license for the type of vehicle(s) operated. This will require the operation of a motor vehicle on both public and private roads during daylight hours and occasionally after dark.

Note: Position requires travel ranging from 10 to 25 percent.

III. EVALUATION FACTORS

1. KNOWLEDGE REQUIRED BY THE POSITION – LEVEL 1-6 (950 POINTS)

a. Knowledge of professional geologic concepts, principles and practices applicable to a wide range of geologic services performed on systems such as: crop systems; pasture systems; waste systems; forest systems; wildlife systems; urban systems; irrigation systems; wetlands systems; rangeland systems; watershed planning; watershed applications; soils mapping; ponds; dams; grade stabilization structures; structure rehabilitation; and resource conservation and development.

b. Knowledge of Natural Resources Conservation programs and objectives and how geologic analysis services can be applied to support them.

c. Ability to communicate effectively, establish and maintain positive working relationships with a wide variety of individuals and organizations.

2. SUPERVISORY CONTROLS - LEVEL 2-3 (275 POINTS)

Incumbent receives regular supervision from the senior specialist or State Conservation Engineer. The supervisor makes assignments by describing and classifying the objectives to be achieved, priority levels and deadlines. The supervisor provides assistance on controversial or unusual situations that do not have clear precedents. Completed assignments are reviewed for technical soundness, consistency with agency requirements, and conformity with state mission and goals.

3. GUIDELINES LEVEL 3-3 (275 POINTS)

- a. General technical guidelines are provided in the National Engineering Handbook (NEH), and the National Engineering Manual (NEM). Test references, reports of other agencies, research reports, and other sources will frequently be consulted for unique situations.
- b. Guidelines require the incumbent to interpret and apply them to specific work situations. Incumbent must use considerable ingenuity and judgment in the use and expansion of guidelines in order to meet program objectives. Recommends, or discusses with the supervisor when the need arises to devise or formulate new procedures to secure technical information in widely varying geologic conditions.

4. COMPLEXITY LEVEL 4-3 (150 POINTS)

- a. Work assignments involve similar types of duties related to geologic analysis of systems and practices arising within assigned geographic area. The work requires the incumbent to respond to the basic geologic characteristics encountered.
- b. The work requires the incumbent to develop with the supervisor work priorities and to be able to identify a variety of issues and with the supervisor's direction choose a course of action from several alternatives or options

5. SCOPE AND EFFECT LEVEL 5-3 (150 POINTS)

- a. The purpose of the work is to perform professional geologic analysis services arising from on-going conservation programs and functions of the agency in assigned geographic area. The incumbent assists the senior Geologist in performing all geologic analysis services in the assigned geographic area. This includes providing technical guidance to field personnel in connection with detailed geologic analysis services.
- b. The work affects the safety and reliability of the systems and practices applied, and the ability of other agency programs to be carried out in a timely manner.

6/7 PERSONAL CONTACTS/ PURPOSE OF CONTACTS - LEVEL 3B (110 POINTS)

- a. Personal Contacts (Level 3) - Personal contacts are with individual landowners, groups, land improvement contractors, agri-business representatives, management level representatives of state and local agencies and units of government, other USDA and federal agencies, other NRCS employees, local news media reporters, sportsmen clubs, property associations, and regional environmental groups.
- b. Purpose of Contacts (Level B) - The purpose of the contacts is to plan, coordinate, or advise on the implementation of a broad range of agronomy, erosion and pollution abatement practices and measures,

to recommend alternative conservation solutions and to motivate individuals and groups to pursue wise land-use decisions. Individuals and groups contacted are generally cooperative and are interested in receiving technical assistance in resolving problems/concerns.

8. PHYSICAL DEMANDS – LEVEL 8-2 (20 POINTS)

Work is typically performed in both field and office settings. During field visits the work requires the incumbent to walk over uneven fields and difficult terrain, recurring bending, crouching or stooping, and carrying of light items less than 35 pounds. Construction site visits may pose hazards associated with heavy equipment and exposure to agricultural wastes and pesticides.

9. WORK ENVIRONMENT – LEVEL (20 POINTS)

Work that is performed in an office setting is adequately lighted, heated and ventilated. Field visits may involve exposure to construction equipment and environments where safety precautions must be observed such as wearing boots, gloves, hard hat, etc.

Total Points = 1950 (Range GS-09- 1855-2100)

FLSA - This position is determined to be non-exempt in accordance with 5CFR 551.204.

POSITION DESCRIPTION COVER SHEET

REASON FOR THIS POSITION

1. NEW
☐

2. IDENTICAL ADDITION TO THE
ESTABLISHED PD NUMBER

☐ NHQG135091112

3. REPLACES PD NUMBER

RECOMMENDED

4. TITLE

GEOLOGIST

5. PAY PLAN

GS

6. SERIES

1350

7. GRADE

11

8. WORKING TITLE (Optional)

GEOLOGIST

9. INCUMBENT (Optional)

OFFICIAL

10. TITLE

11.
PP

12.
SERIES

13.
FUNC

14.
GRADE

15.
DATE

Month

Day

Year

16.
I/A

☐ Yes ☐ No

17.
CLASSIFIER

GS

1350

11

8. ORGANIZATIONAL STRUCTURE (Agency/Bureau)

1st	United States Department of Agriculture	5th	
2nd	Natural Resources Conservation Service	6th	
3rd	State Conservationist	7th	
4th		8th	

SUPERVISOR'S CERTIFICATION

I certify that this is an accurate statement of the major duties and responsibilities of the position and its organizational relationships and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds and that false or misleading statements may constitute violations of such statute or their implementing regulations.

19. SUPERVISOR'S SIGNATURE

20. DATE

22. SECOND LEVEL SUPERVISOR'S SIGNATURE

23. DATE

21. SUPERVISOR'S NAME AND TITLE

24. SECOND LEVEL SUPERVISOR'S NAME AND TITLE

FACTOR EVALUATION SYSTEM

FACTOR	25. FLD/BMK	26. POINTS	FACTOR	25. FLD/BMK	26. POINTS
1. Knowledge Required by the Position	FL 1-7	1250	6. Personal Contacts	FL 6 - 3	180
2. Supervisory Controls	FL 2-3	275	7. Purpose of Contacts	FL 7 - C	
3. Guidelines	FL 3-3	275	8. Physical Demands	FL 8-2	20
4. Complexity	FL 4-4	225	9. Work Environment	FL 9-2	20
5. Scope and Effect	FL 5-3	150	27. TOTAL POINTS ←		2395
28. GRADE ←					11

CLASSIFICATION CERTIFICATION

I certify that this position has been classified as required by Title 5, US Code, in conformance with standards published by the OPM or, if no published standard applies directly, consistently with the most applicable published standards.

29. SIGNATURE

30. DATE

11/17/2009

31. NAME AND TITLE

Darlene Locke, Human Resources Specialist, HRMD-Employment and Classification Team

32. REMARKS: The "11/16/06" Position Description (PD) was classified by Robert Langan, NHQ and this is to replace the original cover sheet. This is a developmental position 9/1112 and the target grade GS-1350-12 must be attached.

33. OPM CERTIFICATION NUMBER

References:JFP PROFESSIONAL WORK IN THE PHYSICAL SCIENCE GROUP, GS-1300, HRCD-4 DATED DEC 1997, APR 9 Professional Work in the Engineering and Architecture Group, 0800 November 2008

FLSA - Exempt

MASTER RECORD/INDIVIDUAL POSITION DATA
THIS SIDE TO BE COMPLETED BY THE CLASSIFIER

A. KEY DATA					
1. FUNCTION (1)	2. DEPT CD. /AGCY-BUR-CD. (4) AG-16	3. SON (4)	4. MR. NO. (6)	5. GRADE (2)	6. IP NO. (8)

B. MASTER RECORD					
1. PAY PLAN (2)	2. OCC. SERIES (4)	3. OCC. FUNC. CD. (2)	4. OFF. TITLE CD. (5)	5. OFFICIAL TITLE (38)	
6. HQ. FLD. CD. (1) 1 = HQ 2 = FLD	7. SUP. CD. (1) 1 = Sup. SGEG 3 = Mgr. SGEG 4 = Sup. CSRA	5 = Mgmt. CSRA 6 = Leader LGEG 8 = All Others	8. CLASS STD. CD. (1) X = New Standard Applied Blank = NA	9. INTERDIS. CD. (1) N = No Y = Interdis	10. DT CLASS (6) MO DAY YEAR
11. EARLY RET. CD. (1) 1 = Primary 2 = Secondary	3 = Foreign Svc. Blank = NA	12. INACT/ACT (1) I = Inactive A = Active	13. DT. ABOL. (6) MO DAY YEAR	14. DT. INACT/REACT (6) MO DAY YEAR	15. AGENCY USE (10)
16. INTERDISCIPLINARY SERIES (40) (4) Per Block					
17. INTERDISCIPLINARY TITLE CODE (50) (5) Per Block					

C. INDIVIDUAL POSITION					
1. FLSA CD. (1) E = Exempt N = Nonexempt	2. FIN. DIS. REQ. (1) 0 = None 1 = CD 219 2 = CD 220	3. POS. SCHED. (1) A = Sched A B = Sched B C = Sched C	4. POS. SENS. (1) 0 = Excepted but not A,B,C 0 = Nonsensitive 1 = Noncritical 2 = Critical Sense	5. COMP. LEV. (4)	
6. WK. TITLE CODE (4)	7. WK. TITLE (38)				
8. ORG. STR. CODE (18) 1st 2nd 3rd 4th 5th 6th 7th 8th			9. VAC REV CODE (1) 0 = Position Action No Vacancy A = No Change B = Lower Grade C = Higher Grade D = Different title and/or series E = New Position/New FTE		
10. TARGET GD.	11. LANG. REQ. (2)	12. PROJ. DTY. IND. (1) Blank = NA Y = Yes	13. DUTY STATION (9) State (2) City (4) County (3)		14. BUS. CD. (4)
			15. DT. LST. AUDIT (6) MO DAY YEAR		16. PAS. IND. (1) Blank=NA 1 = PAS
18. GD. BASIS. IND (1) 1 = Rev. when vacant 2 = Impact of Person 3 = Sup./SGEG		4 = Sup./Program 5 = RGE 6 = Policy Analysis G E G		7 = Equipment Devel. Guide 8 = Agency Use 9 = Agency Use ALPHAS = Agency Use	19. DT.REQ. REC. (6) MO DAY YEAR
				20. NTE. DT. (6) MO DAY YEAR	21. POS.ST. BUD (1) Y = Perm N = Other
22. MAIN. REV./CLASS.ACT. CD. (2) (1st Digit = Activity and 2nd Digit = Results)					
Normal Act 1 = Desk Audit 2 = Sup. Audit 3 = Paper Rev. 4 = PME/Activity Rev.		Maintenance Review Act 5 = Desk Audit 6 = Sup. Audit 7 = Paper Rev. 8 = Panel Rev.		Results 1 = No Action Req. 2 = Minor PD Change 3 = New PD Req. 4 = Title Change 5 = Series Change 6 = Pos. Upgrade 7 = Pos. Downgrade 8 = New Pos. 9 = Other	
23. DATE EMP. ASGN. (6) MO DAY YEAR	24. DATE ABOL. (6) MO DAY YEAR	25. INACT/ACT(1) I = Inact. A = Act.	26. DATE INACT/REACT (6) MO DAY YEAR	27. ACCTG. STAT. (4)	28. INT. ASGN. SER. (4)
30. CLASSIFIER'S SIGNATURE					31. DATE 11/17/2009

32. REMARKS
NOTE: This position was moved from the "Most Efficient Organization" to the Geological Services Unit effective October 1, 2009. Minor organizational changes have been made to change the organizational unit. 09/28/09 mdl
This is a developmental position 9/11/12 and the target grade GS-1350-12 must be attached.

STANDARD POSITION DESCRIPTION

Official Title: Geologist
Working Title: Geologist
Classification: GS-1350-11
Supervisory Code: 8

Date: 11/17/2009
Classified By: NHQ
Number: NHQG135091112

Note: This is a standard position description and can not be modified without the approval from the Human Resources Management Division, Employment & Classification Team, NRCS, in Washington, D.C.

I. INTRODUCTION

This position is located in the above indicated State Office and reports to the State Conservation Engineer. Incumbent is responsible for providing the full range of geological services to assigned geographic area as assigned by the Geological Services Unit.

This is a developmental position designed to prepare the incumbent to assume the full scope of the target position, Geologist, GS-1350-12 (Attached). The incumbent receives progressively more responsible assignments as experience and training are received to the next higher grade position of a GS-12. The position is essentially the same as the target position. The supervisor assigns tasks and responsibilities, limitations, expected outcomes, deadlines, and priorities. Detailed instructions and training are provided on all new assignments. The incumbent performs work under general supervision, with spot checks of work in progress. Completed work is reviewed in terms of technical accuracy and administrative adequacy. Incumbent will perform developmental assignments under supervision closer than normal until proficiency is demonstrated. Incumbent may be non-competitively promoted to the target position upon: 1) demonstrating the capacity to perform the full range of duties at the target level satisfactorily; 2) meeting all legal and regulatory requirements; 3) certification by management that the target position still exists; and 4) recommendation by the supervisor.

II. MAJOR DUTIES

1. Geological Analysis (Approximately 50%)

a. Prepares geologic analysis services for land use categories as assigned by the senior Geologist. These may include, but are not be limited to: crop systems; pasture systems; waste systems; forest systems; wildlife systems; urban systems; irrigation systems; wetlands systems; rangeland systems; watershed planning; watershed applications; soils mapping; ponds; dams; grade stabilization structures; structure rehabilitation; and resource conservation and development.

b. Applies geologic evaluation for a variety of practices related to the specific systems applied. These may include, but are not limited to: well decommissioning; dam and spring development; agricultural waste storage facility construction; stream habitat improvement and management; sediment basin construction; irrigation water conveyance; wetland construction; and other commonly used practices and techniques.

c. In consultation with the supervisor identifies the best technical methods to use based on analysis and assessment of the situation. Responsible for conducting geologic investigations as needed. Investigations may require the incumbent to prepare contract documents, secure assistance from local personnel, and identify and secure additional equipment to complete investigation.

2. Documentation and Studies (Approximately 50%)

- a. Plans and modifies investigations independently based on knowledge of geologic field.
- b. Conducts sedimentation studies to determine sediment storage requirements, and sediment surveys on existing reservoirs.
- c. Prepares written reports, including interpretations of surface and subsurface conditions and conclusions concerning the suitability of all earth materials and ground water conditions for projects for all land use categories. Written products are tailored for use by other disciplines and program officials.

3. Civil Rights and Equal Employment Opportunity Responsibilities

Actively supports the Civil Rights program and communicates this support to subordinates, colleagues and customers. Ensures equality in all activities; assigns program functions and provides program assistance to individuals, groups and the general public without regard to race, sex, religion, national origin, physical handicap or age

Performs other duties as assigned.

CONDITION OF EMPLOYMENT - Operates a motor vehicle incident to the above duties. Must possess and maintain a valid state motor vehicle operator's license for the type of vehicle(s) operated. This will require the operation of a motor vehicle on both public and private roads during daylight hours and occasionally after dark.

Note: Position requires travel ranging from 10 to 25 percent.

III. EVALUATION FACTORS

1. KNOWLEDGE REQUIRED BY THE POSITION – LEVEL 1-7 (1250 POINTS)

- a. Knowledge of professional geologic concepts, principles and practices applicable to a wide range of geologic services performed on systems such as: crop systems; pasture systems; waste systems; forest systems; wildlife systems; urban systems; irrigation systems; wetlands systems; rangeland systems; watershed planning; watershed applications; soils mapping; ponds; dams; grade stabilization structures; structure rehabilitation; and resource conservation and development.
- b. Knowledge of geologic practices and techniques in order to analyze, design and apply a variety of practices such as: filter strips; pest management; subsurface drains; land clearing; waste storage facilities; forest site preparation; fishpond management; sediment basin; irrigation storage reservoir; toxic salt reduction, and other commonly used practices and techniques.
- c. Knowledge of established, innovative and emerging technologies related to the geology in order to apply to on-going program work.
- d. Knowledge of Natural Resources Conservation programs and objectives and how geologic analysis services can be applied to support them.

e. Ability to communicate effectively, establish and maintain positive working relationships with a wide variety of individuals and organizations.

2. SUPERVISORY CONTROLS - LEVEL 2-3 (275 POINTS)

Incumbent receives regular supervision from the State Conservation Engineer. The supervisor makes assignments by describing and classifying the objectives to be achieved, priority levels and deadlines.

The supervisor provides assistance on controversial or unusual situations that do not have clear precedents. Completed assignments are reviewed for technical soundness, consistency with agency requirements, and conformity with state mission and goals.

3. GUIDELINES LEVEL 3-3 (275 POINTS)

a. General technical guidelines are provided in the National Engineering Handbook (NEH), and the National Engineering Manual (NEM). Test references, reports of other agencies, research reports, and other sources will frequently be consulted for unique situations.

b. Guidelines require the incumbent to interpret and apply them to specific work situations. Incumbent must use considerable ingenuity and judgment in the use and expansion of guidelines in order to meet program objectives. Recommends, or discusses with the supervisor when the need arises to devise or formulate new procedures to secure technical information in widely varying geologic conditions.

4. COMPLEXITY LEVEL 4-4 (225 POINTS)

a. Work assignments involve a variety of duties related to geologic analysis of systems and practices arising within assigned geographic area. The work requires the incumbent to respond to the complex geologic characteristics encountered. Since engineered construction for soil and water conservation in all states involves the widest range of practices and structures, a thorough understanding of engineering design, the capabilities of exploration equipment and techniques, and the elements of soil and rock mechanics are requirements of this position.

b. The work requires the incumbent to develop with the supervisor work priorities and to be able to identify a variety of issues and choose a course of action from several alternatives or options. Incumbent may be required to work with several states requiring a high degree of decision making and interpersonal skills and abilities.

5. SCOPE AND EFFECT LEVEL 5-3 (150 POINTS)

a. The purpose of the work is to perform professional geologic analysis services arising from on-going conservation programs and functions of the agency in assigned geographic area. The incumbent assists the senior Geologist in performing all geologic analysis services in the assigned geographic area. This includes providing technical guidance to field personnel in connection with detailed geologic analysis services.

b. The work affects the safety and reliability of the systems and practices applied, and the ability of other agency programs to be carried out in a timely manner.

6. & 7. PERSONAL & PURPOSE OF CONTACTS LEVEL 3C (180 POINTS)

a. Purpose of Contacts – Contacts are with all levels within the state and with geologic officials in National Headquarters and in the Ft. Worth Center, and with contractors and representatives of other Federal, state and local agencies, local organizations, technical organizations, and local interest groups.

b. Purpose of Contacts - Contacts are for the purpose of providing professional geologic analysis as required for the implementation of NRCS programs. Information and reports prepared by the incumbent will be used by others in their phases of resource projects or other state programs. Incumbent also provides training and makes oral presentations as requested.

8. PHYSICAL DEMANDS – LEVEL 8-2 (20 POINTS)

Work is typically performed in both field and office settings. During field visits the work requires the incumbent to walk over uneven fields and difficult terrain, recurring bending, crouching or stooping, and carrying of light items less than 35 pounds. Construction site visits may pose hazards associated with heavy equipment and exposure to agricultural wastes and pesticides.

9. WORK ENVIRONMENT – LEVEL (20 POINTS)

Work that is performed in an office setting is adequately lighted, heated and ventilated. Field visits may involve exposure to construction equipment and environments where safety precautions must be observed such as wearing boots, gloves, hard hat, etc.

Total Points = 2570 (Range 2355-2570)

FLSA - This position is determined to be exempt in accordance with 5CFR 551.204.

NOTE: This position was moved from the “Most Efficient Organization” to the Geological Services Unit effective October 1, 2009. Minor organizational changes have been made to change the organizational unit. 09/28/09 mdl

**EVALUATION STATEMENT
GEOLOGIST
GS-1350-11
USDA – NRCS**

Reference

- a. OPM Job Family Standard for GS-1300, Professional Physical Science Work, Dec 97
- b. OPM Professional Work in the Engineering and Architecture Group, 0800 November 2008

INTRODUCTION

This position is located in a designated state office with multi-state responsibility with USDA - Natural Resources Conservation Service. This position is located in the assigned State Office and reports to the State Conservation Engineer. Incumbent is responsible for providing the full range of geological services to assigned geographic area as assigned by the Geological Services Unit.

SERIES AND TITLE DETERMINATION

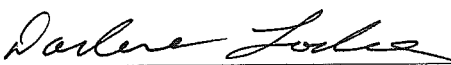
Duties of the position are properly classified in the Geologist series 1350 referenced above. This series includes professional scientific positions applying knowledge of the principles and theories of geology and related sciences in the collection, measurement, analysis, evaluation, and interpretation of geologic information concerning the structure, composition, and history of the earth. This includes the performance of basic research to establish fundamental principles and hypotheses to develop a fuller knowledge and understanding of geology, and the application of these principles and knowledge to a variety of scientific, engineering, and economic problems. Position performs professional work in investigating, collecting, evaluating and analyzing geologic information. Allocation to the GS-1350 series is appropriate, IAW Series Coverage of the GS-1300 standard. Also in accordance with such standard, position is titled Geologist.

GRADE LEVEL DETERMINATION

The OPM JFS Professional Physical Science Work, GS 1300, DEC 97 is not in the FES format but the series is closely related to the Professional Work in the Engineering and Architecture Group, 0800 November 2008. The Professional Work in the Engineering and Architecture Group, 0800 November 2008 was applied and as indicated below series and grade remained GS-1350-12. This guide uses a factor evaluation process to determine the appropriate grade. The evaluation listed below identified the **technical** responsibilities required for this position. The Job Family Standard is a factor-by-factor analysis to determine the proper grade for this position using the new standard:

POSITION EVALUATION SUMMARY				
Evaluation Factors		Factor Level Used (FL#, etc.)	Points Assigned	Comments
1. Knowledge Required by the Position		1-7	1250	
2. Supervisory Controls		2-3	275	
3. Guidelines		3-3	275	
4. Complexity		4-4	225	
5. Scope and Effect		5-3	150	
6. & 7. Personal Contacts & Purpose of Contacts		3C	180	
8. Physical Demands		8-2	20	
9. Work Environment		9-2	20	
SUMMARY	Total Points		2395	Classified by: Darlene Locke, Human Resources Specialist, HRMD
	Grade Conversion	2355-2750	GS-11	Date: September 28, 2009

FLSA DETERMINATION: FLSA Determination: IAW guidance contained in CFR551.207 for Professional positions, position meets conditions (1)(a) and (2), (3) of the FLSA exemption criteria. Position is therefore determined to be Exempt.


REASON FOR THIS POSITION										POSITION DESCRIPTION COVER SHEET			
1. NEW <input type="checkbox"/>		2. IDENTICAL ADDITION TO THE ESTABLISHED PD NUMBER <input type="checkbox"/> NHQG135012				3. REPLACES PD NUMBER							
RECOMMENDED													
4. TITLE GEOLOGIST								5. PAY PLAN GS		6. SERIES 1350			
8. WORKING TITLE (Optional) GEOLOGIST								7. GRADE 12		9. INCUMBENT (Optional)			
OFFICIAL													
10. TITLE													
11. PP GS		12. SERIES 1350		13. FUNC		14. GRADE 12		15. DATE Month Day Year		16. I/A <input type="checkbox"/> Yes <input type="checkbox"/> No			
17. CLASSIFIER													
8. ORGANIZATIONAL STRUCTURE (Agency/Bureau)													
1st		United States Department of Agriculture						5th					
2nd		Natural Resources Conservation Service						6th					
3rd		State Conservationist						7th					
4th								8th					
SUPERVISOR'S CERTIFICATION													
I certify that this is an accurate statement of the major duties and responsibilities of the position and its organizational relationships and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds and that false or misleading statements may constitute violations of such statute or their implementing regulations.													
19. SUPERVISOR'S SIGNATURE						20. DATE		22. SECOND LEVEL SUPERVISOR'S SIGNATURE				23. DATE	
21. SUPERVISOR'S NAME AND TITLE						24. SECOND LEVEL SUPERVISOR'S NAME AND TITLE							
FACTOR EVALUATION SYSTEM													
FACTOR		25. FLD/BMK		26. POINTS		FACTOR		25. FLD/BMK		26. POINTS			
1. Knowledge Required by the Position		FL 1-7		1250		6. Personal Contacts		FL 6-3		180			
2. Supervisory Controls		FL 2-4		450		7. Purpose of Contacts		FL 7-C					
3. Guidelines		FL 3-4		450		8. Physical Demands		FL 8-2		20			
4. Complexity		FL 4-4		225		9. Work Environment		FL 9-2		20			
5. Scope and Effect		FL 5-4		225		27. TOTAL POINTS ←				2820			
28. GRADE ←										12			
CLASSIFICATION CERTIFICATION													
I certify that this position has been classified as required by Title 5, US Code, in conformance with standards published by the OPM or, if no published standard applies directly, consistently with the most applicable published standards.													
29. SIGNATURE 										30. DATE 09/28/09			
31. NAME AND TITLE Darlene Locke, Human Resources Specialist, HRMD-Employment and Classification Team													
32. REMARKS: The "11/16/06" Position Description (PD) was classified by Robert Langan, NHQ and thi is to replace the original cover sheet. No change or modification has been made to the PD.								33. OPM CERTIFICATION NUMBER					
References: JFP PROFESSIONAL WORK IN THE PHYSICAL SCIENCE GROUP, GS-1300. HRCD-4 DATED DEC 1997 OPM General Schedule Supervisory Guide, TS-123, APR 9 Professional Work in the Engineering and Architecture Group, 0800 November 2008 FLSA - Exempt													

MASTER RECORD/INDIVIDUAL POSITION DATA

THIS SIDE TO BE COMPLETED BY THE CLASSIFIER

A. KEY DATA					
1. FUNCTION (1)	2. DEPT CD. /AGCY-BUR-CD. (4)	3. SON (4)	4. MR. NO. (6)	5. GRADE (2)	6. IP NO. (8)
AG-16					

B. MASTER RECORD									
1. PAY PLAN (2)	2. OCC. SERIES (4)	3. OCC. FUNC. CD. (2)	4. OFF. TITLE CD. (5)	5. OFFICIAL TITLE (38)					
6. HQ. FLD. CD. (1)	7. SUP. CD. (1)		8. CLASS STD. CD. (1)		9. INTERDIS. CD. (1)		10. DT CLASS (6)		
1 = HQ 2 = FLD	1 = Sup. SGEG 3 = Mgr. SGEG 4 = Sup. CSRA		5 = Mgmt. CSRA 6 = Leader LGEG 8 = All Others		X = New Standard Applied Blank = NA		N = No Y = Interdis		MO DAY YEAR
11. EARLY RET. CD. (1)	12. INACT/ACT (1)		13. DT. ABOL. (6)		14. DT. INACT/REACT (6)		15. AGENCY USE (10)		
1 = Primary 2 = Secondary	3 = Foreign Svc. Blank = NA		I = Inactive A = Active		MO DAY YEAR		MO DAY YEAR		
16. INTERDISCIPLINARY SERIES (40)				(4) Per Block					
17. INTERDISCIPLINARY TITLE CODE (50)				(5) Per Block					

C. INDIVIDUAL POSITION									
1. FLSA CD. (1)	2. FIN. DIS. REQ. (1)		3. POS. SCHED. (1)			4. POS. SENS. (1)		5. COMP. LEV. (4)	
E = Exempt N = Nonexempt	0 = None 1 = CD 219 2 = CD 220		3 = SF 278 4 = AD 392 5 = SF 849			A = Sched A B = Sched B C = Sched C		0 = Excepted but not A,B,C 0 = Nonsensitive 1 = Noncritical 2 = Critical Sense	
6. WK. TITLE CODE (4)		7. WK. TITLE (38)							
8. ORG. STR. CODE (18)								9. VAC REV CODE (1)	
1st	2nd	3rd	4th	5th	6th	7th	8th	0 = Position Action No Vacancy A = No Change	
								B = Lower Grade C = Higher Grade	
								D = Different title and/or series E = New Position/New FTE	
10. TARGET GD.	11. LANG. REQ. (2)	12. PROJ. DTY. IND. (1)	13. DUTY STATION (9)		14. BUS. CD. (4)		15. DT. LST. AUDIT (6)		16. PAS. IND. (1)
		Blank = NA Y = Yes	State (2)	City (4)	County (3)	MO DAY YEAR		Blank=NA 1 = PAS	17. DATE EST.
18. GD. BASIS. IND (1)			7 = Equipment Devel. Guide			19. DT.REQ. REC. (6)		20. NTE. DT. (6)	
1 = Rev. when vacant 2 = Impact of Person 3 = Sup./SGEG			4 = Sup./Program 5 = RGEG 6 = Policy Analysis G E G			8 = Agency Use 9 = Agency Use ALPHAS = Agency Use		MO DAY YEAR	
22. MAIN. REV./CLASS.ACT. CD. (2) (1st Digit = Activity and 2nd Digit = Results)			Normal Act			Maintenance Review Act		Results	
1 = Desk Audit 2 = Sup. Audit 3 = Paper Rev. 4 = PME/Activity Rev.			5 = Desk Audit 6 = Sup. Audit 7 = Paper Rev. 8 = Panel Rev.			1 = No Action Req. 2 = Minor PD Change 3 = New PD Req. 4 = Title Change		5 = Series Change 6 = Pos. Upgrade 7 = Pos. Downgrade 8 = New Pos.	
23. DATE EMP. ASGN. (6)			24. DATE ABOL. (6)		25. INACT/ACT(1)	26. DATE INACT/REACT (6)		27. ACCTG. STAT. (4)	28. INT. ASGN. SER. (4)
MO DAY YEAR		MO DAY YEAR		I = Inact. A = Act.	MO DAY YEAR				29. AGENCY USE (8)
30. CLASSIFIER'S SIGNATURE									31. DATE
									09/28/09
32. REMARKS									
<p>NOTE: This position was moved from the "Most Efficient Organization" to the Geological Services Unit effective October 1, 2009. Minor organizational changes have been made to change the organizational unit. 09/28/09 mdl</p>									

STANDARD POSITION DESCRIPTION

Official Title: Geologist
Working Title: Geologist
Classified By: NHQ
Number: NHQG135012

Date: 10/08/08
Date Modified: 09/28/09
Classification: GS-1350-12

Note: This is a standard position description and can not be modified without the approval from the Human Resources Management Division, Employment & Classification Team, NRCS, in Washington, D.C.

I. INTRODUCTION

This position is located in the above indicated State Office and reports to the State Conservation Engineer. Incumbent is responsible for providing the full range of geological services to assigned geographic area as assigned by the Geological Services Unit.

II. MAJOR DUTIES

1. Geological Analysis (Approximately 50%)

- a. Provides geologic analysis services for land use categories in assigned geographic area. These may include, but are not be limited to: crop systems; pasture systems; waste systems; forest systems; wildlife systems; urban systems; irrigation systems; wetlands systems; rangeland systems; watershed planning; watershed applications; soils mapping; ponds; dams; grade stabilization structures; structure rehabilitation; and resource conservation and development.
- b. Applies geologic evaluation for a variety of practices related to the specific systems applied. These may include, but are not limited to: well decommissioning; dam and spring development; agricultural waste storage facility construction; stream habitat improvement and management; sediment basin construction; irrigation water conveyance; wetland construction; and other commonly used practices and techniques.
- c. Determines the best technical methods to use based on analysis and assessment of the situation. Responsible for conducting geologic investigations as needed. Investigations may require the incumbent to prepare contract documents, secure assistance from local personnel, and identify and secure additional equipment to complete investigation.

2. Documentation and Studies (Approximately 40%)

- a. Plans and modifies investigations independently based on knowledge of geologic field.
- b. Conducts sedimentation studies to determine sediment storage requirements, and sediment surveys on existing reservoirs.
- c. Prepares written reports, including interpretations of surface and subsurface conditions and conclusions concerning the suitability of all earth materials and ground water conditions for projects for all land use categories. Written products are tailored for use by other disciplines and program officials.

3. Supervision (Approximately 10%) – Optional

Performs supervisory responsibilities; Plans and assigns work of subordinates, sets and adjusts short-term priorities, and prepares schedules for work completion. Assigns work based on priorities, selective consideration of the difficulty and requirements of assignments and capabilities of employees. Evaluates work performance. Gives advice to or counsels employees on work and administrative matters. Interviews candidates for vacant positions, and recommends promotions or reassignments. The incumbent identifies developmental and training needs of employees, providing or arranging for needed training or development; develops performance standards; hears and resolves complaints, referring group grievances and more serious unresolved complaints to higher level supervisor. Finds ways to improve work production or increase work.

4. Civil Rights and Equal Employment Opportunity Responsibilities

- a. Provides leadership and guidance in the design, development, and maintenance of administrative procedures to assure that delivery of NRCS programs and services is carried out without regard to race, color, national origin, religion, sex, age, or handicap. Reviews the implementation of civil rights policies to determine that they are translated into appropriate actions consistent with annual plans of operation in all units under their supervision, as well as be recipients.
- b. Provides leadership and guidance for the understanding and application of personnel rules and regulations as they apply to the Equal Employment Opportunity and Affirmative Employment Programs to ensure their integration into recruitment, hiring, promotion, training, career development (including varied work assignments, details, and special developmental assignments), and other personnel actions. Emphasizes meeting the objectives of equal opportunity and affirmative employment plans and requirements. Ensures that these functions are carried out without regard to race, color, national origin, religion, sex, age, or physical or mental handicap.

Performs other duties as assigned.

CONDITION OF EMPLOYMENT - Operates a motor vehicle incident to the above duties. Must possess and maintain a valid state motor vehicle operator's license for the type of vehicle(s) operated. This will require the operation of a motor vehicle on both public and private roads during daylight hours and occasionally after dark.

Note: Position requires travel ranging from 10 to 25 percent.

III. EVALUATION FACTORS

1. KNOWLEDGE REQUIRED BY THE POSITION – LEVEL 1-7 (1250 POINTS)

- a. Knowledge of professional geologic concepts, principles and practices applicable to a wide range of geologic services performed on systems such as: crop systems; pasture systems; waste systems; forest systems; wildlife systems; urban systems; irrigation systems; wetlands systems; rangeland systems; watershed planning; watershed applications; soils mapping; ponds; dams; grade stabilization structures; structure rehabilitation; and resource conservation and development.
- b. Knowledge of geologic practices and techniques in order to analyze, design and apply a variety of practices such as: filter strips; pest management; subsurface drains; land clearing; waste storage

facilities; forest site preparation; fishpond management; sediment basin; irrigation storage reservoir; toxic salt reduction, and other commonly used practices and techniques.

c. Knowledge of established, innovative and emerging technologies related to geology in order to apply to on-going program work.

d. Knowledge of Natural Resources Conservation programs and objectives and how geologic analysis services can be applied to support them.

e. Ability to communicate effectively, establish and maintain positive working relationships with a wide variety of individuals and organizations.

2. SUPERVISORY CONTROLS LEVEL 2-4 (450 POINTS)

a. The incumbent receives general policy, programmatic, technical and budgetary direction from the supervisor, the State Conservation Engineer. With minimal supervision develops plans and manages the geologic program for assigned geographic area. Incumbent independently handles day-to-day problems that arise only referring the most complex, precedent setting problems to higher levels.

b. Completed work is considered technically sound and is normally accepted without any changes. Due to the fact that this position is part of a competitive sourcing study completed work is subject to quality reviews outside of the supervisory chain.

3. GUIDELINES LEVEL 3-4 (450 POINTS)

a. General technical guidelines are provided in the National Engineering Handbook (NEH), and the National Engineering Manual (NEM). Test references, reports of other agencies, research reports, and other sources will frequently be consulted for unique situations.

b. Guidelines require the incumbent to interpret and apply them to specific work situations. Incumbent must use considerable ingenuity, judgment, resourcefulness in deviating in the use and expansion of guidelines in order to meet program objectives, and independently devises and formulates procedures to secure technical information in widely varying geologic conditions.

4. COMPLEXITY LEVEL 4-4 (225 POINTS)

a. Work assignments involve a variety of duties related to geologic analysis of systems and practices arising within assigned geographic area. The work requires the incumbent to respond to the complex geological characteristics encountered as the lead expert in geology. Since engineered construction for soil and water conservation in all states involves the widest range of practices and structures, a thorough understanding of engineering design, the capabilities of exploration equipment and techniques, and the elements of soil and rock mechanics are requirements of this position.

b. The work requires the incumbent to independently establish and coordinate work priorities and to be able to exercise initiative and judgment in recognizing and acting upon deviations encountered. Incumbent may be required to work with several states and to provide guidance to a subordinate Geologist requiring a high degree of decision making and interpersonal skills and abilities.

5. SCOPE AND EFFECT LEVEL 5-4 (225 POINTS)

- a. The purpose of the work is to perform professional geologic analysis services arising from on-going conservation programs and functions of the agency in assigned geographic area. The incumbent is responsible for all geologic analysis services and has complete responsibility for the aspects of all NRCS geologic programs applicable in the assigned geographic area. This includes providing technical guidance to field personnel in connection with detailed geologic analysis services.
- b. The work affects the safety and reliability of the systems and practices applied, and the ability of other agency programs to be carried out in a timely manner.

6. & 7. PERSONAL & PURPOSE OF CONTACTS LEVEL 6-3, 7C (180 POINTS)

- a. Personal Contacts – Personal contacts are with all levels within the state and with geologic officials in National Headquarters and in the Ft. Worth Center, and with contractors and representatives of other Federal, state and local agencies, local organizations, technical organizations, and local interest groups.
- b. Purpose of Contacts - Contacts are for the purpose of providing professional geologic analysis as required for the implementation of NRCS programs. Information and reports prepared by the incumbent will be used by others in their phases of resource projects or other state programs. Incumbent also provides training and makes oral presentations as requested.

8. PHYSICAL DEMANDS - LEVELS 8-2 (20 POINTS)

Work is typically performed in both field and office settings. During field visits the work requires the incumbent to walk over uneven fields and difficult terrain, recurring bending, crouching or stooping, and carrying of light items less than 35 pounds. Construction site visits may pose hazards associated with heavy equipment and exposure to agricultural wastes and pesticides.

9. WORK ENVIRONMENT –LEVEL 9-2 (20 POINTS)

Work that is performed in an office setting is adequately lighted, heated and ventilated. Field visits may involve exposure to construction equipment and environments where safety precautions must be observed such as wearing boots, gloves, hard hat, etc.

Total Points = 2820 (Range 2755-3150)

FLSA - This position is determined to be exempt in accordance with 5CFR 551.204.

NOTE: This position was moved from the “Most Efficient Organization” to the Geological Services Unit effective October 1, 2009. Minor organizational changes have been made to change the organizational unit. 09/28/09 mdl

**EVALUATION STATEMENT
GEOLOGIST
GS-1350-12
USDA – NRCS**

Reference

- a. OPM Job Family Standard for GS-1300, Professional Physical Science Work, Dec 97
- b. OPM Professional Work in the Engineering and Architecture Group, 0800 November 2008
- c. OPM General Schedule Supervisory Guide, TS-123, APR 98

INTRODUCTION

This position is located in a designated state office with multi-state responsibility with USDA - Natural Resources Conservation Service. This position is located in the assigned State Office and reports to the State Conservation Engineer. Incumbent is responsible for providing the full range of geological services to assigned geographic area as assigned by the Geological Services Unit.

SERIES AND TITLE DETERMINATION

Duties of the position are properly classified in the Geologist series 1350 referenced above. This series includes professional scientific positions applying knowledge of the principles and theories of geology and related sciences in the collection, measurement, analysis, evaluation, and interpretation of geologic information concerning the structure, composition, and history of the earth. This includes the performance of basic research to establish fundamental principles and hypotheses to develop a fuller knowledge and understanding of geology, and the application of these principles and knowledge to a variety of scientific, engineering, and economic problems. Position performs professional work in investigating, collecting, evaluating and analyzing geologic information. Allocation to the GS-1350 series is appropriate, IAW Series Coverage of the GS-1300 standard. Also in accordance with such standard, position is titled Geologist.

GRADE LEVEL DETERMINATION

The standard, OPM General Schedule Supervisory Guide, TS-123, APR 98 was applied because there are supervisory duties are performed less than 25% of the time. Supervisory duties are not grade controlling. The OPM JFS Professional Physical Science Work, GS 1300, DEC 97 is not in the FES format but the series is closely related to the Professional Work in the Engineering and Architecture Group, 0800 November 2008. The Professional Work in the Engineering and Architecture Group, 0800 November 2008 was applied and as indicated below series and grade remained GS-1350-12. This guide uses a factor evaluation process to determine the appropriate grade. The evaluation listed below identified the **technical** responsibilities required for this position. The Job Family Standard is a factor-by-factor analysis to determine the proper grade for this position using the new standard:

POSITION EVALUATION SUMMARY				
Evaluation Factors		Factor Level Used (FL#, etc.)	Points Assigned	Comments
1. Knowledge Required by the Position		1-7	1250	
2. Supervisory Controls		2-4	450	
3. Guidelines		3-4	450	
4. Complexity		4-4	225	
5. Scope and Effect		5-4	225	
6. & 7. Personal Contacts & Purpose of Contacts		3C	180	
8. Physical Demands		8-2	20	
9. Work Environment		9-2	20	
SUMMARY	Total Points		2820	Classified by: Darlene Locke, Human Resources Specialist, HRMD
	Grade Conversion	2755-3150	GS-12	Date: September 28, 2009

FLSA DETERMINATION: FLSA Determination: IAW guidance contained in CFR551.207 for Professional positions, position meets conditions (1)(a) and (2), (3) of the FLSA exemption criteria. Position is therefore determined to be Exempt.